

FEDERAL AVIATION ADMINISTRATION  
March 23, 2001

FEDERAL AVIATION ADMINISTRATION TRAVEL POLICY  
AMENDMENT 9

TO: Associate Administrators, Assistant Administrators, Chief Counsel, and Staff Offices

SUBJECT: Federal Aviation Administration Travel Policy (FAATP); Privately Owned Vehicle Mileage Reimbursement Rates for Travel During Calendar Year 2001.

1. **What is the purpose of this document?** This amendment transmits revisions to the 1998 Edition of the Federal Aviation Administration Travel Policy (FAATP) to establish the mileage reimbursement rates for use of privately owned vehicles for travel during calendar year 2001. This amendment is intended to provide equitable reimbursement of travel expenses incurred while performing official travel.
2. **When are these revisions effective?** The revisions are effective January 22, 2001.
3. **Who should we contact for further information?** Sandra Cavanaugh, (202) 267-9595.
4. **Background.** On January 22, 2001, the General Services Administration (GSA) issued Federal Travel Regulation (FTR)(41 CFR Subtitle F) Amendment 95, which increased the mileage reimbursement rate for operating a privately owned automobile while on official business from 32.5 cents per mile to 34.5 cents per mile. The amendment also increased the mileage reimbursement rate for operating a privately owned airplane while on official business from 88 cents per mile to 96.5 cents per mile, and the mileage rate for operating a privately owned motorcycle while on official business from 26.0 cents per mile to 27.5 cents per mile. Finally, the amendment increased the mileage reimbursement rate for use of a privately owned automobile while on official business when a Government automobile was authorized from 23.5 cents per mile to 28.5 cents per mile. (Note: GSA did not change the 10 cent per mile mileage reimbursement rate when a privately owned automobile is used and the employee has committed to the use of a Government automobile or when a privately owned automobile would not normally be authorized due to the availability of Government automobiles.) FAA continues to follow the GSA mileage reimbursement rates for use of a privately owned vehicle, so this amendment makes the changes to conform with the FTR.

5. **What are the revisions in this document?** This document amends the FAATP as follows:

a. Section 301-10.304 is revised by amending the chart to read as follows:

For use of a...	The mileage reimbursement rate is...
Privately-owned airplane,	96.5 cents per mile.
Privately-owned automobile,	34.5 cents per mile.
Privately-owned motorcycle,	27.5 cents per mile.

b. Section 301-10.313 is revised by removing the phrase "23.5 cents per mile" wherever it appears, and by adding in its place, the phrase "28.5 cents per mile".

6. **Why did we make the revisions in this document?** As follows:

a. Section 301-10.304 is revised to establish the new mileage reimbursement rates set by GSA in FTR Amendment 95.

b. Section 301-10.313 is revised to establish the new mileage reimbursement rates set by GSA in FTR Amendment 95.

7. **What pages must I change in my looseleaf FAATP?**

You must remove:	And replace with:
Pages 10-27 through 10-30 of Part 301-10;	Pages 10-27 through 10-30 of Part 301-10.

*For*   
DONNA R. McLEAN  
Assistant Administrator for  
Financial Services/  
Chief Financial Officer